

Sierra Nevada Conservancy-Final Report

**Sierra Nevada Conservancy Grant Program
Safe Drinking Water, Water Quality and Supply, Flood Control
River and Coastal Protection Act of 2008 (Proposition 84)**

Grantee Name: Calaveras County
Attention: Rebecca L. Willis, Planning Director
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San Andreas, CA 95249
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Project title: Calaveras County Conservation Planning Project:
Integrating Habitat and Open Space Protection into
the County's General Plan Update Phase I, Sierra
Nevada Conservancy Proposition 84 Grant Programs

SNC Reference Number: # SNC 070331, Agreement # G0742003.1

Submittal Date: April 25, 2012

Report Preparer: Debra Lewis, Planner III **Phone #:** (209) 754-6394

Check one:

☐ 6-Month Progress Report
☒ **Final Report**

6-Month Progress Reports should reflect the previous six months. Final Reports should reflect the entire grant period.
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A. Progress Report Summary: (Please provide a general description of work completed during this reporting period.)

On September 16, 2008, the Calaveras County Board of Supervisors executed Resolution 2008-201, approving the County's 'Application for the U.S. Fish and Wildlife Service Cooperative Endangered Species Conservation Fund (Section 6) Grants Habitat Conservation Planning Assistance Program Fiscal Year 2009.'

Following Board of Supervisors approval, the grant application was submitted in September of 2009, pursuant to Line Item # 1, Project Scope, as shown in Exhibit A to Grant Agreement # G0742003.1. The grant application was titled: 'Proposal for Multi-Species HCP/NCCP Biological Baseline Conditions Report and Stakeholder Outreach to Foster HCP Partnerships.'

Preliminary meetings and consultations took place pursuant to the following three additional line items as described in the Project Scope: Line Item 3, regarding the

establishment of a process for public input; Line Item 4, regarding convening an independent science panel; and Line Item 5, regarding the identification of possible funding sources to build capacity. There was no resultant measurable work product.

Calaveras County was awarded grant funding in the amount of \$46,000 on May 23, 2008. An advance of \$22,000 was issued to the County on October 9, 2008. Calaveras County utilized grant funding to pay a Consultant invoice in the amount of \$19,551.50 on December 11, 2008, leaving an advance balance of \$2,448.50. Advance interest in the amount of \$123.82 accrued, leaving an advance balance remaining of \$2,572.32.

We have no evidence in our files that the County has submitted a 'Request for Payment, Proposition 84 Grant Programs' form documenting the \$19,551.50 invoice and requesting that this amount be applied to our advance repayment. We have attached a copy of this Form for your files, together with a copy of the relevant invoice. In addition, we will refund to the Sierra Nevada Conservancy the advance balance of \$2,572.32 remaining in our accounts.

Unfortunately, the Administrative Analyst who administered this account is no longer working for the County. The Community Development Agency Director instrumental in putting together the original grant application agreement, developing the project scope of work, and contracting for consultant services, is no longer with the County. The contract with the consultant retained to implement the project scope of work expired some time ago, and this contract has not been renewed. There has been no contact with the consultant since April of 2009.

B. Deliverables or Outcomes completed during this Reporting Period or

Milestones Achieved: (Include specific information, such as public meetings held, agency participation, partnerships developed, or acres mapped, treated or restored.)

The Timeline for Project Deliverables completed to date are described in Table 2 below. The specific tasks and the timeline dates listed in Table 2 are those included in the Grant Amendment and Updated Exhibit A, dated December 12, 2009. See Attachment 1 for the executed Grant Amendment.

See next page for Table 2.

TABLE 2 PROJECT SCHEDULE FOR DETAILED PROJECT DELIVERABLES And TIMELINES ACCOMPLISHED		
DETAILED PROJECT DELIVERABLES	TIMELINE	TASK STATUS (Percent accomplished)
Conduct and complete a summary of baseline biological conditions of Calaveras County to facilitate applications for funding for an NCCP/HCP.	April 2008 – March 2009	100% and On Time
Submit a grant application to the US Fish and Wildlife Service for funding of the joint HCP/NCCP.	December 2008	100% And On Time
Establish and finalize HCP and NCCP planning agreement with DFG and FWS.	December 2009	0%
Draft the NCCP/HCP feasibility study and develop the public input process.	April 2008 – December 2009	0%
Complete and submit six-month progress report to SNC.	October 2008	NOT ACCOMPLISHED
Submit the NCCP/HCP feasibility study, and plan for convening the independent science panel to Board of Supervisors for review and input. Revise the plans and studies, as needed.	January 2010 – April 2010	0%
Complete and submit twelve-month progress report to SNC.	April 2010	NOT ACCOMPLISHED
Formalize the public review process and scientific panel for the development of the joint HCP/NCCP.	April 2010-July 2010	10% Incomplete
Identify potential funding for development and implementation of the joint HCP/NCCP.	June 2009 – November 2009	10% Incomplete
Provide application materials and all associated planning documents, as appropriate, to the Board of Supervisors for review and adoption.	April 2010 – June 2010	0%
Complete and submit eighteen-month progress report to SNC.	February 2010	0%
Develop and complete the formal applications for the NCCP and HCP programs to the California Department of Fish and Game and US Fish and Wildlife Service, respectively.	April 2010– October 2010	0%
Final Report/Final Payment Request	December 31, 2010	NOT ACCOMPLISHED

C. Challenges or Opportunities Encountered: (Please describe what has worked and what hasn't; include any solutions you initiated to resolve problems. If your project is not on schedule, please explain why here.)

As discussed in a telephone conference between Rebecca Willis and Debra Lewis with Elizabeth van Wagtendonk and Julie Bear on October 26, 2011, Calaveras County is not able to complete the tasks as described in the Scope of Work for the above referenced Grant. We respectfully request to initiate a grant closure process.

The intent of the SNC grant funding was to integrate habitat and open space protection into the County's General Plan Update, through the timely preparation of a Natural Community Conservation Plan (NCCP) and a Habitat Conservation Plan (HCP) which would then be incorporated into the General Plan Update review and approval process, and given consideration in the General Plan Update Environmental Impact Report.

Owing to staffing and budget constraints, and in order to allow for a more timely completion of the General Plan Update process, the habitat conservation planning efforts, including the NCCP and the HCP, are no longer included in the work scope for the General Plan Update.

D. Unanticipated Successes Achieved: (Please describe any additional successes beyond completing scheduled tasks or meeting scheduled milestones.)

There were no unanticipated successes achieved.

E. Compare Actual Costs to Budgeted Costs: (Please refer to your grant agreement to list your deliverables/budget categories and budgeted costs compared to actual costs incurred during this reporting period in the table below.)

The Project Budget Categories, Total SNC Funding Allotted, and Funding Advanced and Expended to Date are described in Table 3. The specific budget categories and total SNC funding allotted as shown in Table 3 are those included in the Grant Amendment and Updated Exhibit A, dated December 12, 2009. See Attachment 1 for the executed Grant Amendment.

See next page for Table 3

TABLE 3 PROJECT COSTS			
PROJECT BUDGET CATEGORIES PER EXHIBIT A	SNC FUNDING ALLOTTED VIA GRANT #G0742003.1 (Budgeted Expenses Per Exhibit A)	FUNDING ADVANCED TO DATE	FUNDING EXPENDED TO DATE (Total Expenses)
Consultant costs for the development of an application for HCP/NCCP and application for funding the NCCP/HCP	\$22,000		-19,551.50
Preparation of DFG and FWS Planning Agreements	\$4,000		0
Consultant costs to initiate Public Participation component of plans	\$10,000		0
Consultant costs for development and coordination of Science Panel	\$8,000		0
Staff costs for development of fundraising plan	\$2,000		0
TOTAL SNC GRANT CONTRACT AMOUNT	\$46,000		-19,551.50
Balance Sheet			
AUTHORIZED ADVANCE BALANCE PER INVOICE DATED 10/09/08 DEPOSITED ON 12/10/2008		\$22,000	
CONSULTANT EXPENSE PER INVOICE #G07742003-1 DATED 12-09-2008 PAID 12-11-2008			-19,551.50
ADVANCE BALANCE		\$2,448.50	
ADVANCE INTEREST EARNED		\$123.82	
ADVANCE BALANCE REMAINING		\$2,572.32	
AMOUNT APPLIED TO ADVANCE REPAYMENT	0		
TOTAL SNC ADVANCE BALANCE NOT YET REDUCED	\$22,000	\$2,572.32	
GRANT FUNDING STILL HELD BY SNC	\$24,000		

F. Do you have information to report on the project-specific Performance Measures for your project? (If so, please list the Performance Measures below and describe your progress.)

The Project Deliverables completed to date are described in Table 1. The specific tasks listed in Table 1 are those tasks included in the Grant Amendment and Updated Exhibit A, dated December 12, 2009. See Attachment 1 for the executed Grant Amendment.

TABLE 1 PROJECT SCOPE per GRANT AGREEMENT # G0742003.1 And TASK STATUS	
GENERAL STATEMENT: The funding for the Calaveras County Conservation Planning Project will be used to develop applications requesting funds from the California Department of Fish and Game (DFG) to develop a Natural Community Conservation Plan (NCCP) and from the U.S. Fish and Wildlife Service (FWS) to develop a Habitat Conservation Plan (HCP). Specifically, Calaveras County will:	TASK STATUS (Percent Accomplished)
Task: Complete a grant application and submit to the US Fish and Wildlife Service for conducting a baseline biological analysis that identifies the ecosystem, endangered species and habitat protection issues that will be used to develop a joint NCCP/HCP in an integrated fashion with the Calaveras County General Plan Update;	100%
Task: Complete a feasibility study to plan for the development and stages of an NCCP/HCP. The feasibility study will describe how the NCCP/HCP will specify: <ul style="list-style-type: none"> ○ Protection of open space and agricultural lands preservation consistent with the General Plan Update Report; and ○ Ensure other resources and objectives will be preserved and met such as cultural resources and overall watershed health; ○ 	0%
Task: Establish and initiate process for public input relative to applications for HCP and NCCP funding;	5%
Task: Develop a plan for convening an independent science panel per CDFG and USFWS requirements that will identify the conservation priorities of the NCCP/HCP such as: <ul style="list-style-type: none"> ○ Geographic planning area; ○ Species and natural communities to be addressed; ○ Processes for scientific and public input; ○ Interim process for project review; 	5%
Task: Identify possible funding sources to develop a capacity building plan in order to fund NCCP/HCP process;	10%
Task: Complete a planning agreement between the County, DFG and USFWS to prepare a joint NCCP and HCP application;	0%
Task: Make finalized NCCP/HCP applications available to the Board of Supervisors for review and adoption.	0%

G. Were there any other relevant materials produced under the terms of this Agreement that are not a part of the budgeted deliverables? If so, please attach copies. (Include digital photos, maps, media coverage of project, or other work products.)

Calaveras County produced no other relevant materials under the terms of this Agreement.

H. Next Steps: (Work anticipated in the next 6 months, including location and timing of any scheduled events related to the project.)

Calaveras County does not anticipate any additional work on this grant.

Please Complete this Section for FINAL Report ONLY

Capacity-Building Results and Collaboration and Cooperation with Stakeholders:
(What partnerships did you initiate or strengthen as a result of this project? How did they affect the project outcome? If applicable, how did this grant increase your organization's capacity? What is your plan to sustain this increase?)

Calaveras County produced no quantifiable work product as a result of the Capacity-Building efforts. No quantifiable work product was produced as a result of the efforts toward Collaboration and Cooperation with Stakeholders.

Description of Project Accomplishments:

1. Most Significant Accomplishment

Describe in one concise, well-written paragraph, the most significant accomplishment that resulted from this grant.

The most significant accomplishment to result from this grant was an increase in awareness of the very urgent need for an NCPP/HCP for County lands.

2. WOW Factor

If applicable, please describe anything that happened as a result of the project or during the project that is particularly impressive.

Not Applicable.

3. Design and Implementation

When considering the design and implementation of this project, what lessons did you learn that might help other grantees implement similar work?

The most important lessons learned as a result of this Grant implementation process were: (1) the importance of developing a work scope that can be implemented within the time frame and budget identified, and (2) the importance of retaining a qualified consultant, when the work scope as defined is completely dependent upon the use of an outside consultant.

4. Indirect Impact

Please describe any indirect benefits of the project such as information that has been developed as a result of the project is being used by several other organizations to improve decision-making, or a conservation easement funded by this grant that encouraged other landowners in the area to have conservation easements on their property.

Not Applicable.

5. Collaboration and Conflict Resolution

If you worked in collaboration or cooperation with other organizations or institutions, describe those arrangements and their importance to the project. Also, describe if you encountered conflict in the project and how you dealt with it, or if there was conflict avoided as a result of the project.

Task 1 as defined in the Project Scope was the preparation of a U.S. Fish and Wildlife Service (Section 6) Grant Application by a Consultant retained by the County. At the recommendation of the Consultant, Calaveras County's Grant Application was to be rolled into a larger application prepared by the California Department of Fish and Game. There was no direct communication between Calaveras County and the California Department of Fish and Game. All communications were funneled through the Consultant, pursuant to the approved Work Scope. This was not an effective means of applying for grant funding. This was an unsatisfactory collaboration.

6. Capacity-Building

SNC is interested in both the capacity of your organization, as well as local and regional capacity. Please describe the overall health of your organization including areas in need of assistance. SNC is interested in the strength and involvement of your board, significant changes to your staff, size and involvement of membership. In addition, describe how your project improved capabilities of partners, or the larger community.

Capacity is extremely limited, owing to staffing and budget shortages. At this time, Calaveras County has no capacity to continue in its NCCP/HCP efforts.

7. Challenges

Did the project face internal or external challenges? How were they addressed? Describe each challenge and any actions that you took to address it. Was there something that SNC did or could have done to assist you? Did you have to change any of your key objectives in response to conditions “on the ground”?

See discussion in Part A and Part C above. The internal and external challenges faced by this project proved to be insurmountable.

8. Photographs

Grantees are strongly encouraged to submit photos, slides or digital images whenever possible. These images will be used for SNC publications such as annual reports or on the website. Please make sure you clearly identify location, activity, and your project with each submitted image. Images will be credited to the submitting organization, unless specified otherwise.

There are no available photographs.

9. Post Grant Plans

What are the post-grant plans for the project if it does not conclude with the grant? Include a description of the following (if applicable): (1) Changes in operations or scope; (2) Replication or use of findings; (3) Names of other organizations you expect to involve; (4) Plans to support the project financially, and; (5) Communication plans?

Calaveras County currently has no Post-Grant Plans.

10. Post Grant Contact

Who can be contacted a few years from now to follow up on the project? Please provide name and contact information.

Primary Contact: Rebecca L. Willis, Planning Director. Secondary Contact: Debra Lewis, Planner III.

11. SNC-approved Performance Measures: (Please list each Performance Measure for your Project, as identified in your Grant Agreement, and the results/outcomes.)

SNC Grant Application # SNC 070331, Agreement # G0742003.1 identifies a Project Scope (discussed as Table 1 above), a Project Schedule (discussed as Table 2 above), and Project Costs (discussed as Table 3 above. There are no stated Performance Measures described elsewhere in the Grant Agreement.